



## DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town  
CHARTERED 1749 INCORPORATED 1961

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### MEMORANDUM

TO: Mayor and Town Council

FROM: Daniel E. Taber, Town Manager

DATE: December 1, 2012

RE: Town Manager's Report – December 2012

During the month of November, Town Staff continued their efforts at finalizing the Capital Improvement Plan (CIP) for submission to the Planning Commission and eventually Town Council. This endeavor will result in what I hope will become the basic template that we will utilize for all future Capital Improvement Plans. This will add some measure of predictability for out year costs and alert the public to our long range capital improvement plans.

#### **Ginn Park Project**

The portable rest room has been delivered and is now functional. The fence surrounding the portable rest room should be in place by the end of December. The mulch is scheduled to be placed around the swing set by December 11<sup>th</sup>, at which time the swings will be installed and ready for use.

#### **Potomac Landfill**

Arrangements have been made for Town Staff to meet with Landfill personnel in early December to discuss their future plans in light of the recent finalization of the Consent Agreement negotiations with the Virginia Department of Environmental Quality.

An inspection of the facility was conducted by Town Staff concerning compliance with the existing Erosion and Sediment Control Plan and a letter was sent to PLI requesting them to address issues that came up during that inspection. The plan itself is in need of updating and staff will be working on that over the next several months.

#### **First Town Center Project**

As indicated in last month's report, staff has continued to work with Mr. Singh to move his project forward. We met with him on November 29<sup>th</sup> and advised him that until he could show that he had the proper authorization from owners of land parcels within his project area to facilitate land use applications in their behalf, the Town was not going to invest any significant additional staff time on this project.

We did, however, have a discussion concerning on-street parking for the project and agreed that there were three options available. Mr. Singh agreed to let staff know in writing within a week which of the three options he intends to pursue. Staff will then provide advice and limited support in assisting him with moving forward with whatever one of the three options he selects.

### **Town Elections**

On Tuesday, November 6<sup>th</sup>, general elections were held in the Commonwealth of Virginia along with a special election to fill two Town Council positions. The voter turnout in Dumfries could be described as nothing short of outstanding and voters selected Mrs. Gwen Washington and Mr. Derrick Wood as the two newest council members and they were sworn in during a ceremony on November 13, 2012.

### **Town Association of Northern Virginia**

I attended the Town Association of Northern Virginia (TANV) meeting on November 14<sup>th</sup>, 2012, and attendees shared their jurisdictions' legislative priorities. Needless to say transportation issues were a concern that everyone mentioned and several jurisdictions mentioned uncertainty in continued fiscal support at the state and federal levels as a growing concern.

Mayor Forman was selected to represent TAVN as their representative to the Northern Virginia Transportation Authority in transportation issues that concern member jurisdictions. It is a one year term and although the position does not have a vote, it does give Northern Virginia Town's a voice at the table.

In addition, Dumfries has volunteered to host the next TANV meeting in February of 2013.

### **VML Winter Driving Training**

On November 15, 2012, along with ten other staff members, I attended and completed a VML sponsored Winter Driving Training video conference that covered a wide variety of topics involving winter driving hazards and proper preparation for successful navigation of snow and ice covered roadways. This training is a continuation of our commitment to safe driving and to providing our staff with useful information that can prevent and reduce accidents and injuries.

### **Dumfries Midwifery and Pediatric Center Opening**

On November 16, 2012, Councilwoman Forrester and I attended the official opening of Dumfries Midwifery and Pediatric Center in the Triangle Shopping Center. This state-of-the-art facility offers excellent services to our residents and individuals in neighboring areas at a local, easy to access location.

### **Other Various Town Manager Activities for October**

- Daily Administrative Responsibilities
- Staff Meetings
- Regular Council Meeting
- Briefings and Meetings with Town Attorney On Several Issues
- Individual Meetings with Staff
- Individual Meetings and Telephone Conversations with Council Members
- Individual Meetings and Conversations with Citizens
- Meetings with County Elected Officials and Staff
- Various Committee Meetings
- Personnel Related Meetings
- Weekly Drive-Through of the Town

Should you have any questions or concerns, please contact me.